

**VILLAGE OF NORTHFIELD  
BOARD OF TRUSTEES  
Minutes of March 11, 2014**

- I. ROLL CALL.** Chair Dennis Donahue, Village Trustees Kevin T. Beal, K. David Maxwell, and James R. Wilson. Also present were Acting Clerk Kenneth McCann and Kathleen Lott (*Northfield News*).

Chair Donahue called the meeting to order at 7:00 p.m.

- II. PLEDGE OF ALLEGIANCE.** The Board members and the public were asked to rise and recite the Pledge of Allegiance.

- III. PUBLIC COMMENT (Scheduled and Unscheduled).** There was none.

**IV. APPROVAL OF MINUTES**

- a. February 24, 2014 (Joint Board Meeting).** Motion by Trustee Beal, seconded by Trustee Maxwell, to approve the minutes. **Motion passed 3-0-1, with Trustee Wilson abstaining.**

**V. APPROVAL OF BILLS**

- a. Warrant #18-14.** Motion by Trustee Maxwell, seconded by Trustee Wilson, to approve Warrant #18-14 in the amount of \$433,819.27. **Motion passed 4-0-0.**

**VI. OLD BUSINESS**

- a. Proposed Sale of Former Police Station (52 East Street).** Although Village Manager Stephen Fitzhugh is out of town this week, he did email an updated draft of the Sealed-Bid Auction document. Trustee Beal felt that the first planned property walkthrough should be postponed one (1) week from Monday, March 17, 2014, to Monday, March 24, 2014.
- b. Village Common Rehabilitation Project.** Chair Donahue noted that the first pre-construction meeting for the project will be held on Tuesday, March 18, 2014. Chair Donahue plans to attend.
- c. LED Streetlight Replacement Project.** According to Manager Fitzhugh's emailed report, bid specifications for the purchase of the LED light fixtures and the labor to install them are still being developed.
- d. Town/Village Merger Transition.** Trustee Beal stated that some municipal policies and ordinances need to be reviewed in order to reconcile differences between the Town and Village versions, especially the Sewer Ordinances and the Fund Balance Policies. Trustee Wilson felt that this might be a good time to address how parking should be regulated on the Village Common after the rehabilitation project has been completed. For example, a Depot Square merchant has asked the Board to look into increasing the number of parking spaces limited to two (2) hours on weekdays. Trustee Wilson believes that the parking area on Holland Park should be better utilized. Trustee Maxwell noted that it is difficult to park there in the wintertime. The Village Trustees will discuss this matter further at their Tuesday, April 15, 2014, regular meeting.

- e. **Manager Search Process.** Trustee Beal, who is the Search Committee Chair, noted that twenty (20) applications have been received to date. Trustee Maxwell would not be surprised if considerably more applications are received before the deadline (03/24/14). The committee members then will meet to review the VLCT-generated short list and schedule the first phone interviews.

## **VII. NEW BUSINESS**

- a. **Joint Board Meeting.** The next joint meeting of the Town Selectmen and Village Trustees will be on Tuesday, March 25, 2014, at 6:00 p.m.

## **VIII. BOARD MEMBERS' COMMENTS, CONCERNS, QUESTIONS**

- a. **Select Board Reorganization.** Trustee Maxwell asked if the Town Select Board, which held its annual reorganization meeting last night, had a new chair and vice-chair. Trustee Beal, who attended the meeting, reported that the Town Selectmen decided to reappoint both Chair John Quinn III and Vice-Chair Matthew Gadbois. The reasoning behind this was that since the post-merger consolidated Select Board would have to be organized at its first meeting (07/08/14), it made no sense to make any changes to the current Select Board structure. The committee appointments also were kept the same except for filling the posts that had been held by former Selectmen Chris Bradley.

## **IX. PUBLIC COMMENT (Unscheduled).** There was none.

## **X. EXECUTIVE SESSION.** Motion by Trustee Donahue, seconded by Trustee Wilson, to go into executive session, in accordance with 1 VSA 313 (a)(1), in order to discuss a personnel matter. **Motion passed 4-0-0.**

The Board went into executive session at 7:26 p.m.

Motion by Trustee Beal, seconded by Trustee Wilson, to come out of executive session. **Motion passed 4-0-0.**

The Board came out of executive session at 7:42 p.m. No action was taken.

## **XI. ADJOURNMENT** Motion by Trustee Wilson, seconded by Trustee Beal, to adjourn. **Motion passed 4-0-0.**

The Board adjourned at 7:43 p.m.

Respectfully submitted,

*Kenneth L. McCann*

Kenneth L. McCann, Acting Clerk

These minutes were approved at the Joint Board Meeting of March 25, 2014.